



Office of the Mayor
City of Seattle
Gregory J. Nickels, Mayor

Executive Order: 03-03
Information Technology Infrastructure Self-Performance Policy

An Executive Order directing City Departments and Offices to obtain approval from the Chief Technology Officer before performing any technology infrastructure work themselves.

WHEREAS, City departments were directed to reduce administrative activities and preserve direct services to Seattle's citizens to the maximum extent possible when developing the Executive's 2003-2004 Proposed Budget;

WHEREAS, Seattle's Adopted 2003 and Endorsed 2004 Budgets incorporate significant reductions in administrative functions;

WHEREAS, the Department of Information Technology's (DoIT's) annual telephone Move, Add, and Change (MAC) activity expenditures, which are driven by requests from departments, have historically exceeded a million dollars;

WHEREAS, the 2003 Adopted and 2004 Endorsed Budgets provide for a twenty-five percent reduction in DoIT's Telephone Services Program, specifically to encourage and recognize reduced Citywide MAC activities by minimizing non-essential movement of departmental staff;

WHEREAS, self-performed telecommunications infrastructure "work-arounds" can result in systems performance and safety problems, and frequently carry with them significant downstream expense.

NOW, THEREFORE, I, GREGORY J. NICKELS, Seattle Mayor, direct City

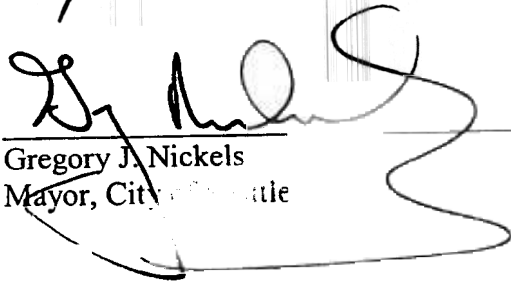
Departments and Offices to seek approval from the Chief Technology Officer before performing any Information Technology infrastructure work themselves. This directive is meant to ensure the uniformity of construction and materials in telecommunications infrastructure work.

FURTHERMORE, this order shall extend to the design and construction of Information Technology infrastructures within new or remodeled buildings and/or projects.

FURTHERMORE, if telecommunications infrastructure work is completed by a department and DoIT staff determines that this work requires alteration or repair to ensure functionality and/or compatibility with City telecommunication infrastructure standards shall be repaired and the responsible department and/or business unit will be assessed the full costs associated with such repairs.

Inquiries regarding this Executive Order should be directed to the Director of Communication Technologies, Department of Information Technology.

Dated this 19 day of February, 2003.



Gregory J. Nickels
Mayor, City of Seattle